

MELROSE BUSINESS IMPROVEMENT ASSOCIATION

0800

Duckworth Consulting

6/6/2018

653.00  
167.54  
255.85  
404.00  
271.18  
471.31  
1,111.80

Banc of California 371 Reimb. Expenses

3,334.68

**DUCKWORTH  
CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 90006-1744  
TEL 626.355.0041 . FAX 626.836.0867

May 9, 2018

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

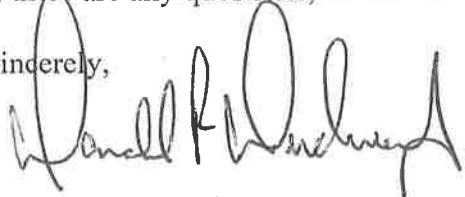
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$3,334.68. The details for all of these expenses are described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**May 9, 2018**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
5/22/2018	Parking @ City Hall for BID Renewal Hearing	\$10.00	AMEX
5/9/2018	FB Ads	\$140.00	AMEX
5/9/2018	Petition Meeting with Deny, Silvia @ Starbucks	\$13.45	AMEX
5/8/2018	Parking @ City Hall for Engineer Report Drop Off	\$2.50	VISA
5/2/2018	Storage Unit	\$224.00	AMEX
4/11/2018	Printing of MBIA BID Newsletter	\$555.90	AMEX
4/10/2018	Office Assistant Hrs	\$404.00	CHECK
4/5/2018	AT&T Office Line	\$154.01	AMEX
4/5/2018	Meeting w/ Athens Amanda Mejia	\$11.92	VISA
4/3/2018	Storage Unit	\$224.00	AMEX
3/26/2018	UPS - Check Mailouts	\$38.52	VISA
3/19/2018	Printing of MBIA Newsletters	\$555.90	AMEX
3/14/2018	LAUSD Lunch Meeting Re: Valet Parking	\$34.64	VISA
3/5/2018	AT&T Office Line	\$317.30	AMEX
3/3/2018	Storage Unit	\$205.00	AMEX
3/2/2018	FB Ads	\$131.18	AMEX
2/24/2018	BID Renewal Lunch meeting w/ Neiman Family	\$95.00	AMEX
2/20/2018	UPS - Check Mailouts	\$96.30	VISA
2/9/2018	BID Meeting Copies	\$91.17	VISA
1/17/2018	BID Meeting Copies	\$29.89	VISA
<b>Total Reimbursement Request</b>		<b>\$3,334.68</b>	

MELROSE BUSINESS IMPROVEMENT ASSOCIATION

0753

Duckworth Consulting

2/8/2018

205.00
479.16
1,242.83
694.00
144.79
866.25
10.00
153.10
211.98

Banc of California 371 Reimb. Expenses

4,007.11

Rev 3/11

**DUCKWORTH**  
**CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

February 5, 2018

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

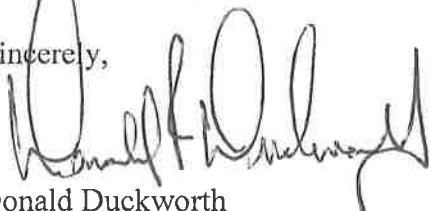
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$4,007.11. The details for all of these expenses are described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**2/5/2018**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
2/5/2018	Melrose Renewal Booklets	\$1,242.83	AMEX
2/5/2018	Office Assist Hours	\$694.00	CHECK
2/3/2018	Storage Unit	\$205.00	AMEX
2/1/2018	Melrose Mixer	\$866.25	AMEX
1/19/2018	Melrose Meeting with Deny W, Silvia W, Iris Sela, Bro Sela, DRD	\$122.09	AMEX
1/19/2018	Melrose Meeting Parking: KS + Janice Hardoon	\$8.00	CASH
1/19/2018	UPS Shipping - Checks (2x)	\$19.26	VISA
1/16/2018	Franchise Tax Board	\$10.00	CHECK
1/15/2018	ATT Phone Line	\$153.10	AMEX
1/12/2018	MBIA Meeting Copies	\$7.12	AMEX
1/11/2018	Meeting with Marketing Manager	\$151.13	AMEX
1/11/2018	Parking for meeting	\$8.00	CASH
12/8/2017	UPS Shipping - Checks (4x)	\$37.12	VISA
12/6/2017	MBIA Meal & Mtng w/ IF & Marketing Com	\$189.94	AMEX
11/30/2017	UPS Shipping- Checks	\$148.48	AMEX
Various	Facebook Ads Reimb	\$144.79	AMEX
<b>Total Reimbursement Request</b>		<b>\$4,007.11</b>	

MELROSE BUSINESS IMPROVEMENT ASSOCIATION

0733

Duckworth Consulting

1/15/2018

XMas event	205.00
	1,493.48
	75.07
	16.00
	139.20
	99.00

Banc of California 371 Reimb. Expenses

2,027.75

EBay 3/11

**DUCKWORTH**  
**CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

January 5, 2018

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

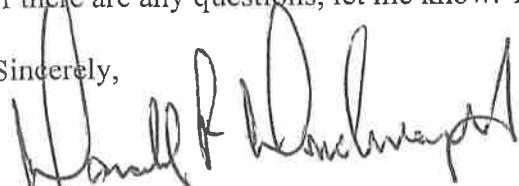
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$2,027.75. The details for all of these expenses are described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**January 5, 2018**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
1/5/2018	Site USA Demographic stats for Farmers Market Pkg	\$99.00	AMEX
1/5/2018	Storage Unit Rental Jan 2018	\$205.00	AMEX
12/6/201	Chrismas Event	\$1,493.48	AMEX
11/29/2017	Work Session w/ Kim Sudhalter	\$75.07	VISA
11/20/2017	Parking @ City Hall for BID Renewal Meeting	\$16.00	CASH
10/16/2017	BID Checks UPS (7x)	\$64.96	VISA
9/5/2017	BID Checks UPS (8x)	\$74.24	VISA
	<b>Total Reimbursement Request</b>	<b>\$2,027.75</b>	

**MELROSE BUSINESS  
IMPROVEMENT ASSOCIATION**  
1934 WILSON AVE  
ARCADIA, CA 91006-1744

BANC OF CALIFORNIA, NA  
90-43771222

0731

12/7/2017

PAY TO THE  
ORDER OF Duckworth Consulting

Five Thousand Thirty-Three and 47/100  
Duckworth Consulting  
1934 Wilson Avenue  
Arcadia, CA 91006-1744

RECEIVED

Reimb. Expenses

*May M. Duckworth*  
MP

**MELROSE BUSINESS IMPROVEMENT ASSOCIATION**

Duckworth Consulting

0731

12/7/2017

parking

709.00
913.79
37.50
1,435.00
186.32
47.01
265.04
729.07
327.75
300.00
82.99

FB  
postcards  
National Night Out photo booth

Banc of California 371 Reimb. Expenses

5,033.47

DUCKWORTH  
CONSULTING

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

December 4, 2017

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

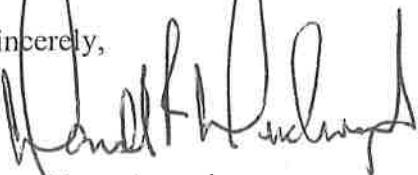
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$5,033.47. The details for all of these expenses are described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**December 4, 2017**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
12/4/2017	AT&T Office Line	\$193.23	AMEX
12/4/2017	Storage Unit	\$205.00	AMEX
11/28/2017	FB Ads	\$114.95	AMEX
11/13/2017	AT&T Office Line	\$448.02	AMEX
11/12/2017	Storage Unit	\$205.00	AMEX
10/31/2017	FB Ads	\$190.00	AMEX
10/30/2017	Parking	\$16.00	VISA
10/16/2017	Reimbursement	\$78.00	CHECK
10/12/2017	Storage Unit	\$205.00	AMEX
10/12/2017	FB Ads	\$216.34	AMEX
10/11/2017	Parking Re: MBIA Meeting	\$8.00	CASH
10/11/2017	Parking Re: Melrose Renewal	\$13.50	CASH
9/26/2017	Meeting with Marketing Manager	\$31.60	AMEX
9/25/2017	Office Assistant Hrs	\$709.00	CHECKINGS
9/12/2017	Storage Unit	\$205.00	AMEX
9/7/2017	Parking Day Postcards	\$327.75	AMEX
9/7/2017	AT&T Office Line	\$136.81	AMEX
9/3/2017	Storage Unit	\$205.00	AMEX
9/1/2017	Committee Mtng w/ DW, SW, KS, DRD @ Off Vine	\$133.89	AMEX
9/7/2017	Melrose BID City Clerk Meeting	\$10.00	AMEX
8/31/2017	UPS Check Distribution	\$88.52	AMEX
8/29/2017	FB Ads	\$207.78	AMEX
8/18/2017	Storage Unit	\$205.00	AMEX
8/1/2017	National Night Out Photo Booth Service	\$300.00	AMEX
8/1/2017	AT&T Office Line	\$135.73	AMEX
7/31/2017	UPS Check Distribution	\$97.80	VISA
7/14/2017	BID Meeting Copies	\$47.01	AMEX
7/14/2017	Tabs for BID Meeting Packets	\$4.99	AMEX
7/12/2017	Storage Unit	\$205.00	AMEX

5/8/2017	Committee Meeting with KS/DW/SW	\$89.55	VISA
	<b>Total Reimbursement Request</b>	<hr/> <b>\$5,033.47</b>	

**MELROSE BUSINESS  
IMPROVEMENT ASSOCIATION**

BANC OF CALIFORNIA, NA  
90-43771222

**0684**

**8/7/2017**

**PAY TO THE  
ORDER OF** Duckworth Consulting

**Four Thousand Twenty and 95/100**

Duckworth Consulting  
1934 Wilson Avenue  
Arcadia, CA 91006-1744

**Reimb. Expenses**

*H. Sonnenfeld*

**\$ \*\*4,020.95**

**\*\*\*\*\* DOLLARS**

**MELROSE BUSINESS IMPROVEMENT ASSOCIATION**

Duckworth Consulting

**0684**

412.70

134.46

68.50

528.52

205.00

58.07

113.28

251.05

250.00

1,999.37

**8/7/2017**

**parking**

**FB**

Banc of California 371 Reimb. Expenses

**4,020.95**

**DUCKWORTH**  
**CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

July 11, 2017

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

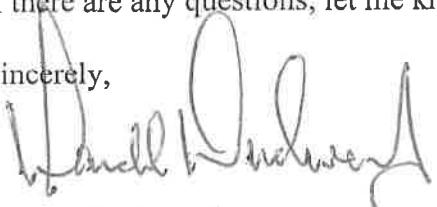
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$4,020.95. The details for all of these expenses are described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
7/11/2017	Office Assist Hours	\$412.70	CHECK
7/11/2017	ATT Phone Line	\$134.46	AMEX
7/6/2017	MBIA Quarterly Report Delivery - Parking	\$2.50	VISA
7/5/2017	Newsletter	\$528.52	AMEX
6/11/2017	Storage Unit	\$205.00	AMEX
6/9/2017	BID Meeting Copies	\$58.07	VISA
6/9/2017	MBIA Meeting re Parking w/ DW & SW & DRD	\$66.00	AMEX
5/31/2017	UPS Shipping Reimb - BID Checks	\$113.28	AMEX
5/10/2017	Lunch Mtng: DW, SW, DRD, KS, Robert Oliver	\$161.50	VISA
5/8/2017	Lunch Mtng: DW, SW, KS, DRD	\$89.55	VISA
3/30/2017	Facebook Ads	\$250.00	AMEX
2/8/2017	Trash Receptacle Plaques	\$1,999.37	AMEX
<b>Total Reimbursement Request</b>			<b>\$4,020.95</b>

**DUCKWORTH**  
**CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

May 31, 2017

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

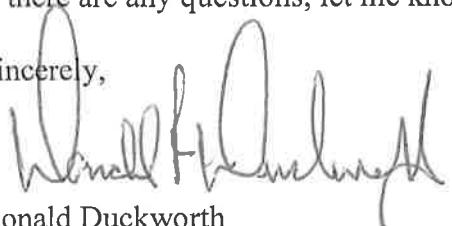
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$7,549.08. The details for all of these expenses are described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

Duckworth Consulting

6/6/2017

office asst	1,298.50
storage	1,331.30
parking	33.00
telephone	763.81
copies/mail	451.66
Future Vision	250.51
	237.63
	1,368.09
	426.30
	900.00
	309.91
jackets	178.37

Banc of California 371 Reimb. Expenses

7,549.08

MELROSE BUSINESS IMPROVEMENT ASSOCIATION

0647

Duckworth Consulting

6/6/2017

office asst	1,298.50
storage	1,331.30
parking	33.00
telephone	763.81
copies/mail	451.66
Future Vision	250.51
	237.63
	1,368.09
	426.30
	900.00
	309.91
jackets	178.37

Banc of California 371 Reimb. Expenses

7,549.08

TEL 626.355.0041 . FAX 626.836.0867

May 31, 2017

Mr. Deny Weintraub  
 President  
 Melrose Business Improvement Association  
 6720 Melrose Avenue  
 Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

Dear Mr. Weintraub:

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**May 31, 2017**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
5/31/2017	Office Assistant Hours April 28 to May 25, 2017	\$676.00	CHECK
5/31/2017	ATT Phone Line April + May	\$270.27	VISA
5/26/2017	Storage Unit	\$247.30	VISA
5/23/2017	Parking for Melrose BID Zoning Hearing for Blackbird	\$7.50	AMEX
5/17/2017	Parking for Darnell + Robert Oliver Mtng @ City Hall	\$8.00	<u>VISA</u>
5/11/2017	BID Meeting Copies	\$29.96	VISA
5/1/2017	Melrose Future Vision Report Stickers	\$102.53	AMEX
4/27/2017	John Darnell Plaque - Shaffer Awards	\$157.63	VISA
4/11/2017	AT&T - Office Line	\$260.64	AMEX
4/6/2017	BID Meeting Packets	\$62.67	VISA
4/5/2017	Parking for Quarterly Report Drop Off @ City Hall	\$2.50	VISA
4/5/2017	Office Assistant Hours April 1 to April 5 & May 30	\$335.00	CHECK
4/4/2017	Melrose Brokers Meeting	\$385.28	AMEX
4/4/2017	Merchant Mixer	\$426.30	AMEX
4/3/2017	Storage Unit	\$205.00	AMEX
3/30/2017	Survey Distribution	\$80.00	CHECK #6883
3/28/2017	Meeting Copies	\$54.50	VISA
3/27/2017	Meeting with Deny & Silvia Weintraub	\$75.58	AMEX
3/23/2017	Mtng w/ Casey Parker re Johnny Rockets Reuse	\$38.76	AMEX
3/20/2017	Melrose Farmers Market Meeting (KS, Cynthia Rogers, DRD)	\$42.87	VISA
3/20/2017	Future Vision Report Binding	\$11.94	VISA
3/17/2017	UPS - Checks	\$71.73	VISA
3/15/2017	Trimming Land Re: Ficus Trees Trimming @ Groundlings	\$900.00	CHECK #6879
3/9/2017	UPS - Checks	\$38.53	VISA
3/9/2017	FB Ads Charged to AMEX	\$125.00	AMEX
3/7/2017	AT&T - Office Line	\$124.86	AMEX
3/5/2017	Storage Unit	\$293.00	CHECK #6875
2/27/2017	Meeting with Dan Laibman, Isack Fadlon, DRD	\$59.86	AMEX

2/24/2017	Meeting with Deny, Silvia	\$81.45	VISA
2/22/2017	New Restaurant & Valet Parking Meeting	\$131.47	VISA
2/16/2017	M&P Com Meeting IF, Justin, DRD, Lindsay K	\$94.12	AMEX
2/13/2017	Office Assistant Hours	\$287.50	CHECK
2/10/2017	MBIA BID Meeting Packets	\$17.82	AMEX
2/8/2017	Future Vision Packets for MBIA	\$136.04	VISA
2/3/2017	Storage Unit	\$293.00	AMEX
1/31/2017	Parking for City Council Meeting re Street Vending	\$15.00	VISA
1/30/2016	Facebook Ads	\$184.91	AMEX
1/25/2017	Committee Meeting with IF,PB, KS, DRD	\$94.55	AMEX
1/20/2017	Meeting with President Weintraub & Silvia Weintraub	\$82.86	AMEX
1/12/2017	MBIA Meeting Copies	\$47.96	VISA
1/9/2017	ATT Office Line	\$108.04	AMEX
1/3/2017	Storage Unit - January	\$293.00	VISA
12/23/2017	Meeting with Mott Smith, DW, SW, DRD	\$92.41	VISA
12/16/2016	Meeting with Marketing Director re Work Planning	\$65.77	AMEX
12/12/2016	BID Event Mtng IF, JC, DRD, etc	\$92.00	AMEX
12/9/2016	Meeting Re: Parking + Homeless Issue	\$31.11	VISA
12/9/2016	Security Ambassador Jackets	\$178.37	AMEX
11/11/2016	BID Meeting Packet Copies	\$21.69	AMEX
9/15/2016	BID Meeting Copies RE: Accomplishments 2016	\$11.57	VISA
9/15/2016	BID Meeting Copies	\$44.08	VISA
7/1/2016	BID Meeting Copies	\$1.27	VISA
7/1/2016	BID Meeting Copies	\$49.88	VISA
<b>Total Reimbursement Request</b>		<b>\$7,549.08</b>	

MELROSE BUSINESS  
IMPROVEMENT ASSOCIATION

**BANC OF CALIFORNIA, NA**  
90-4377/1222

MOVEMENT ASSOCIATION  
1934 WILSON AVE  
ARCADIA, CA 91006-1744

PAY TO THE ORDER OF Duckworth Consulting

\$ \*\*4,966.59

Four Thousand Nine Hundred Sixty-Six and 59/100 DOLLARS

Dickworth Consulting  
1934 Wilson Avenue  
Arcadia, CA 91006-1744

### Reimb. Expenses

NÍQUEL

卷之三

Charles W. Purcell

**DUCKWORTH  
CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

February 3, 2017

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

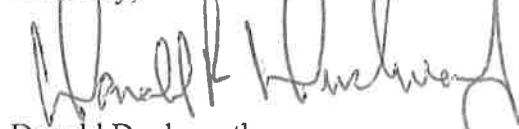
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$4,966.59. The details for all of these expenses is described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

# 0618 paid  
3.8.17



**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**February 3, 2017**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
12/29/2016	Storage Unit - December	\$335.30	AMEX
12/28/2016	Facebook Ads	\$220.00	AMEX
12/19/2016	Facebook Ads	\$130.00	AMEX
12/13/2016	Melrose BID Parking	\$7.00	CASH
12/12/2016	Melrose BID Board Social Meeting	\$1,193.25	AMEX
12/7/2016	Embroidery / Printing for Ambassador Shirts & Jackets	\$709.59	AMEX
12/2/2016	Storage Unit Disposal of BID Decorations	\$488.00	VISA
11/23/2016	Storage Unit - November	\$335.30	AMEX
11/7/2016	3 Yellow Valet Parking Umbrellas for BID	\$584.55	AMEX
10/21/2016	Storage Unit - October	\$335.30	VISA
9/20/2016	Storage Unit - September	\$335.30	VISA
8/3/2016	Storage Unit - August	\$293.00	AMEX
<b>Total Reimbursement Request</b>			<b>\$4,966.59</b>

MELROSE BUSINESS IMPROVEMENT ASSOCIATION

0588

Duckworth Consulting

12/8/2016

shirt screening	60.87
shirt order	604.95
	372.50
	948.15
	285.45

Banc of California 371 Reimb. Expenses

2,271.92

**DUCKWORTH  
CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

December 8, 2016

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

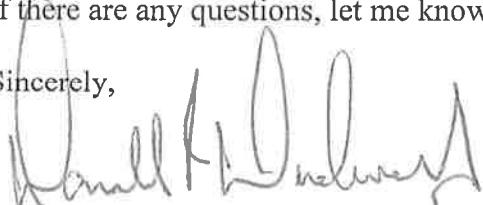
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$2,271.92. The details for all of these expenses is described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

**Melrose Business Improvement Association BID  
Expense Reimbursement Request Detail  
December 8, 2016**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
12/8/2016	AT&T Office Line	\$60.87	AMEX
12/7/2016	BID Ambassador - Shirt Screening	\$604.95	AMEX
12/5/2016	Office Assistant Hrs	\$372.50	CHECK
12/4/2016	Neighborhood Mixer	\$948.15	AMEX
11/26/2016	BID Ambassador - Shirt Order	\$285.45	VISA
<b>Total Reimbursement Request</b>		<hr/> <b>\$2,271.92</b>	

**DUCKWORTH  
CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

November 16, 2016

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

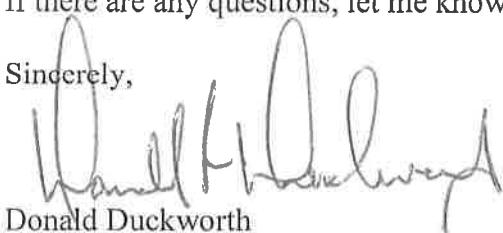
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$5,257.22. The details for all of these expenses is described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

**Melrose Business Improvement Association BID  
Expense Reimbursement Request Detail  
16-Nov-16**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
11/16/2016	Marketing - Melrose BID Map	\$3,682.02	AMEX
11/14/2016	Melrose Logo - Clear Decals for Map Display	\$245.25	AMEX
11/14/2016	FB Ads Boosts	\$279.57	AMEX
11/14/2016	AT&T Phoneline	\$61.15	AMEX
11/14/2016	MBIA - e-File Tax Exempt Form	\$10.00	CHECK
11/4/2016	Meeting w/ Isack F re M&P Program	\$77.50	AMEX
11/3/2016	Accomplishments Printing	\$268.14	AMEX
10/31/2016	BID Meeting w/ DW & SW re Database & BID Issues	\$72.50	AMEX
10/28/2016	BID Mtng w/ KS re Design Dist Property Owner Mtng planning, & other M&P issues	\$130.09	AMEX
10/24/2016	Excel Parcel Listings	\$431.00	CHECK
10/27/2016	Melrose Database Data Entry	\$105.00	CHECK
8/12/2016	Melrose BID Meeting w/ Kamshah x2 & KS & DRD re how to market Melrose	\$160.34	AMEX
<b>Total Reimbursement Request</b>		<b>\$5,257.22</b>	

**DUCKWORTH  
CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

November 3, 2016

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

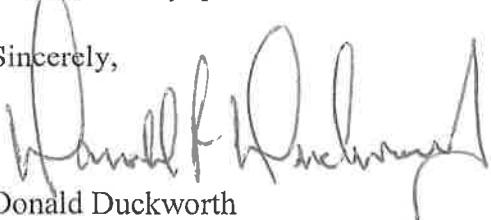
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$3,149.54. The details for all of these expenses is described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**November 3, 2016**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
10/14/2016	MBIA Meeting F/U & Assignments w/ KS	\$108.85	AMEX
10/7/2016	Management meeting w/ DW, SW, DRD	\$86.04	AMEX
9/30/2016	Facebook Ad Payments	\$139.96	AMEX
9/30/2016	Lunch Meeting with Mott Smith Re: Future Vision Report	\$25.86	DEBIT
9/27/2016	Hollywood Chamber Meeting - Parkng	\$3.00	CASH
9/20/2016	Public Storage	\$335.30	AMEX
9/14/2016	M & P Committee Meeting w/ IF, KS, DRD	\$65.05	AMEX
9/13/2016	Pico Party Rentals - Park(ing) Day Furnishings, Fencing, & Carpet	\$2,335.60	AMEX
5/19/2016	MBIA BID Meeting Packets	\$49.88	VISA
<b>Total Reimbursement Request</b>		<b>\$3,149.54</b>	

**DUCKWORTH  
CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

July 3, 2016

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

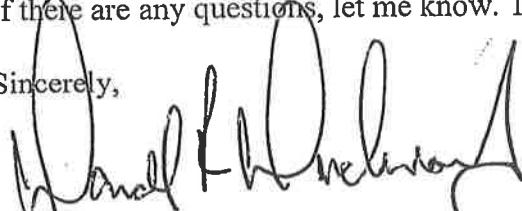
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$5,758.46. The details for all of these expenses is described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,

  
Donald Duckworth  
Principal

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**July 3, 2016**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
7/3/2016	Storage Unit Rental	\$260.00	AMEX
6/28/2016	Printing of Post Cards for Merchant Mixer & Neighborhood	\$463.25	AMEX
6/27/2016	Printing of July BID News & 12 Reason Brochure	\$708.50	AMEX
6/20/2016	Office Assistant Expense	\$138.00	CHECK
6/17/2016	Printing - "See Something, Say Something" cards distributed	\$218.00	AMEX
6/6/2016	Parking @ City Hall for meeting @ CD5 re: banners	\$12.50	VISA
6/3/2016	Storage Unit Rental	\$260.00	VISA
5/19/2016	Melrose Board Packets / Copies	\$8.37	VISA
5/18/2016	Meeting with Isack F & M&P Committee	\$179.14	AMEX
5/13/2016	Meeting with Kim & Pierson Re: Farmers Market	\$77.67	AMEX
5/12/2016	Office Assistant Expense	\$429.65	Check
5/5/2016	Printing of Security Ambassador Decal Stickers /	\$531.38	AMEX
5/5/2016	Security Ambassador Shirts Screening / Embroidery	\$604.95	VISA
5/4/2016	ATT - Office Line	\$60.45	AMEX
5/4/2016	Marketing and Promotions Meeting w/ Kim	\$66.41	VISA
5/3/2016	Storage Unit Rental for May	\$260.00	VISA
5/2/2016	City Clerk Copies	\$65.19	VISA
4/28/2016	Security Ambassador Shirts	\$220.15	VISA
4/25/2016	Marketing: Business Cards for Riley / Newsletter Printing Cost	\$579.88	AMEX
4/11/2016	Meeting with Security Ambassador & Kim	\$59.82	AMEX
4/9/2016	Meeting w/ Mark Mireles & Riley Sherwood (Sat)	\$15.95	AMEX
4/5/2016	Meeting w/ Kim S, Pierson B, DRD re Farmers Market	\$72.00	AMEX
4/1/2016	ATT - Office Line	\$70.47	AMEX
3/23/2016	Public Storage Rent (Discount)	\$83.87	VISA
3/22/2016	Public Storage Rent - March	305.79	VISA
3/11/2016	MBIA BID Meeting Copies	\$7.09	AMEX

**Total Reimbursement Request** **\$5,768.48**

DUCKWORTH  
CONSULTING

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 • FAX 626.836.0867

March 15, 2016

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

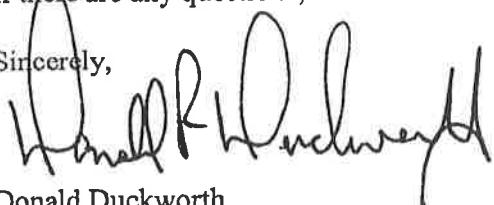
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$2,902.10. The details for all of these expenses is described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth  
Principal

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**March 15, 2016**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
3/24/2016	m&p Mtng w/ KS & DRD: Newsletter prep; full program review	\$73.22	AMEX
3/16/2016	Sign Factory for 3 BID Valet Parking Umbrellas	\$777.70	AMEX
3/15/2016	Office Assistant Expense	\$296.70	CHECK
3/12/2016	Zip ties for Melrose BID Parking Signs	\$7.62	VISA
3/10/2016	Parking @ d/t for Perkins & Will Mtgn Re: Report Revision	\$12.00	VISA
3/10/2016	Parking for BID Consortium Mtng. Re: Sidewalk Repair	\$10.00	CASH
3/9/2016	MBIA Board Meeting Packets	\$144.40	VISA
3/7/2016	Printing of Banner for Elementary School Fence: "Parking"	\$119.90	AMEX
3/5/2016	AT&T Office Line	\$60.46	AMEX
2/23/2016	Valentines Day Window Competition/Trophy	\$70.85	AMEX
2/2/2016	AT&T Office Line	\$60.43	AMEX
1/27/2016	Lunch @ City Hall for ZA Hearing on Hay Project Melrose Parking Hearing	\$11.45	VISA
1/26/2016	Marketing & Planning Lunch Meeting @ TVI w/ DW, SW, PB, IF, KS, DRD	\$122.46	AMEX
1/23/2016	Batteries for the Umbrellas at the Valet Stations	\$16.34	VISA
1/22/2016	Valet Parking Meeting @ TVI w/ DW, SW, Margaret, Jeff, DRD	\$62.32	AMEX
1/19/2016	M&P Group Meeting & TVI w/ IF, PB, JD, KS, Dave, DRD	\$132.27	AMEX
1/16/2016	AT&T Office Line	131.52	AMEX
1/15/2016	Valet Parking Meeting w/ DW, SW, Jeff, DRD @ TVI	\$21.35	AMEX
1/7/2016	MBIA Meeting Snacks	\$4.19	Cash
1/7/2016	MBIA Meeting Packets	\$112.58	VISA
12/30/2015	MBIA Office Supplies	\$27.57	AMEX
12/16/2015	M&P Meeting @ Blu Jam w/ IF, KS, Lenore fr CalPoly re Architectural Recommendations	\$107.82	AMEX
12/11/2015	MBIA Meeting Snacks	\$9.49	VISA
12/1/2015	USB Flash Drive for Eugene VanCle	\$24.39	AMEX
12/1/2015	Office Assistant Expense	\$221.60	CHECK
11/19/2015	MBIA Meeting Copies	\$10.05	VISA
11/18/2015	Parking for Hollywood Chamber / Melrose BID Presentation	\$12.50	VISA
11/17/2015	Parking @ City Hall for Melrose BID CVS Hearing	\$5.00	VISA
11/16/2015	Parking @ City Hall for Sidewalk Repair Meeting	\$16.00	VISA
11/13/2015	MBIA M&P Committee Meeting	\$138.43	VISA
11/13/2015	MBIA BD Meeting Agenda Packets	\$21.40	AMEX

11/9/2015	Melrose Quarterly Report Copies	\$26.07	VISA
11/5/2015	Melrose Quarterly Report Binders	\$5.24	AMEX
11/5/2015	Melrose Quarterly Report Copies	\$25.36	AMEX
11/5/2015	Melrose Notebooks - MBIA Presentation of Quarterly Reports Reeponding to Anat Issues	\$16.32	AMEX
11/3/2015	AT&T Phone Line	\$60.32	AMEX
	<b>Total Reimbursement Request</b>	<b>\$2,902.10</b>	

**DUCKWORTH  
CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

May 2, 2014  
(Rev)

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

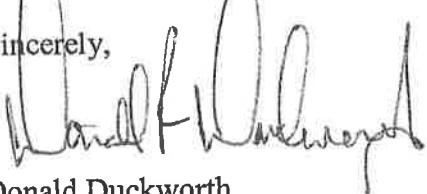
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$938.29. The details for all of these expenses is described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth

Pd ck#119  
5/8/14

**Melrose Business Improvement Association BID  
Expense Reimbursement Request Detail  
May 2, 2014**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
4/25/2014	Flyer Printing 5,000	\$190.75	AMEX
4/29/2014	Chris Doyle, Original7, FameFest May 2014 graphics	\$200.00	PayPal
5/1/2014	FameFest May 2014 Flyer Distribution	\$70.00	Cash
5/1/2014	FameFest May 2014 Security	\$100.00	Cash
5/1/2014	FameFest May 2014 Portable Toilet	\$213.36	AMEX
5/1/2014	FameFest May 2014 Misc Expenses (cups, nails, arm bands, tape)	\$164.18	Check # 6382
	<b>Total Reimbursement Request</b>	<b>\$938.29</b>	

**DUCKWORTH  
CONSULTING**

1934 WILSON AVENUE, ARCADIA, CALIFORNIA 91006-1744  
TEL 626.355.0041 . FAX 626.836.0867

June 13, 2014

Mr. Deny Weintraub  
President  
Melrose Business Improvement Association  
6720 Melrose Avenue  
Los Angeles, CA 90046

Re: Invoice for Cash / Check / Credit Card Expenses

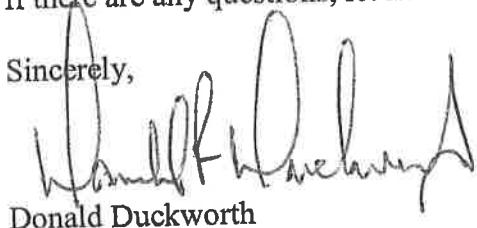
Dear Mr. Weintraub:

This Invoice is the reimbursement of cash / check/ credit card expenses on behalf of the Melrose Business Improvement Association, and is presented in accordance with our agreement for project management services.

These expenses total \$1,050.82. The details for all of these expenses is described on the attached summary and supported by receipts that are also attached.

If there are any questions, let me know. Thank you.

Sincerely,



Donald Duckworth

Pd CEF 136  
6/13/14

**Melrose Business Improvement Association BID**  
**Expense Reimbursement Request Detail**  
**June 13, 2014**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
5/30/2014	A1 Flyer Distribution - June FAMEFest Event	\$300.00	Cash
5/30/2014	FameFest June 2014 Misc Expense Adv to Kim Sudhalter	\$200.00	Cash
6/2/2014	Facebook Ad	\$25.16	AMEX
6/4/2014	Special Event Insurance	\$242.00	AMEX
6/5/2014	June FAMEFest Security	\$220.00	Check # 6405
6/5/2014	FAMEFest Expense Reimb to Kim Sudhalter	\$63.66	Check # 6406
<b>Total Reimbursement Request</b>		<b>\$1,050.82</b>	